

Time commenced – 6:00 pm
Time finished – 8:05pm

**PERSONNEL COMMITTEE
7 JULY 2008**

Present: Councillor Rawson (Chair)

Councillors Berry, Carr, Grimadell, Hird and Redfern

01/08 Apologies

Apologies for absence were received from Councillors Jones and Roberts

02/08 Items introduced by the Chair

In accordance with Section 100(B) (4) of the Local Government Act 1972, the Chair agreed to admit the following late item on the grounds that it could not wait until the next meeting.

- Update on the current national dispute regarding pay for employees conditioned to the National Joint Council for Local Government Services agreement.

It was reported that formal notification of strike action for 16 and 17 July had been received from UNISON and UNITE. Human Resources were discussing arrangements for the affected workers, including exemptions available. Information for staff would be available on the intranet shortly.

Questions had been raised regarding the deduction of pay for the employees not working during the strike action. Hitherto, one seventh of the weekly pay had always been deducted per strike day by the city council, but there was pressure from the Local Government Employers to increase this to one fifth, and this was in accordance with contemporary case law. Comparator information with neighbouring authorities had shown that they had already moved to one fifth deductions, and there were strong arguments for Derby City Council to do the same, beginning with the current dispute.

The Committee agreed that the change was reasonable, but raised concerns about implementing the change at the current time. It was agreed that every effort should be made to notify employees of the proposed changes, and that the current timeframe would prevent that if the policy were to be introduced before the proposed strike days on 16 and 17 July. It was agreed that the deductions should remain at the current level in respect of strike action on these two days, but future strike action, including further strikes in this dispute, would be subject to the one fifth deduction rate.

Resolved:

- 1. To maintain deductions in line with the existing policy at one seventh of weekly pay per strike day for the strike on 16 and 17 July 2008**
- 2. To increase deductions to one fifth of weekly pay per strike day for any future action, including further action taken in relation to the current dispute**
- 3. To make every effort to notify staff of the changes before further dispute action is proposed**
- 4. To begin notifying staff as soon as possible**

03/08 Declarations of Interest

Councillor Rawson declared a personal interest in Minute 04/08 as he was a member of Derwent Community Partnership.

Councillor Redfern declared a personal interest in Minute 04/08 as she was a member of Derwent Community Partnership and the Derby Homes Board.

04/08 Human Resources Review

The Committee considered a report of the Director of Corporate and Adult Services setting out key issues relating to the Human Resources review project. The report indicated that it was intended that the review would deliver significant savings and improved services through integration.

As part of the review process, a survey of managers had been undertaken and the report set out the result of this survey and how it related to corporate and professional aspects of the Human Resources service. The report also outlined the process for service delivery across neighbouring and peer authorities and set out a recommended model representing the proposed configuration as set out in the recommendations of the report.

It was reported that the integration of services would allow managers to develop skills to take on appropriate HR functions, and that HR casework had been retained within departments as the survey of managers had shown that this would be desirable. It was reported that there would be a delay in rolling this out to the Children and Young People's department as they also provided an external HR function to schools. It was hoped that by delaying the roll-out, the Employee Service Centre would be able to develop and embed itself before the transfer, ensuring that there would be a guarantee of the continuation of the high value service currently provided. It was felt that other external users of the HR function (Derby Homes and Derwent Community Partnership) would not be affected by the transfer.

Resolved:

- 1. To integrate all HR admin and payroll-related activity, including recruitment, into an Employee Service Centre – ESC.**
- 2 To retain corporate HR as the hub of the new service but to re-configure and strengthen its focus on governance of the function, policy development, employee development and equality policy - as well as activities - like H&S - that are outside the scope of the review.**
- 3 To locate accountability and budgets for the ESC and corporate HR within the HR Division.**
- 4 To keep HR Managers within departments along with casework staff, their budgets and their principal accountability but to streamline casework processes so they are more consistent across the Council.**
- 5 To retain the schools team within CYP until April 2010, then consider its appropriate location in the light of ESC performance and stakeholder opinion with repeat consideration being given in April 2011 if necessary.**
- 6 To retain existing departmental learning and development staff within departments but the existing social care WLD team in CYP should be disaggregated and its resources and staff should be allocated to CAS and CYP.**
- 7 To take steps to enhance line managerial HR skills, knowledge and confidence in order to improve the management of our human resources and reduce the current high level of dependence on HR staff. A corporately designed programme should be worked up for local delivery to achieve this.**
- 8 To review wider and deeper integration of the HR function in 2012 in the light of experience of the new service and the ESC.**

05/08 Procedure for settling disputes

The Committee considered a report of the Director of Corporate and Adult Services outlining the procedure for settling disputes. The report stated that at its annual meeting on 21 May 2008, Council had established a Personnel Committee with part of its delegated powers being to make key decisions in respect of equal pay, single status, job evaluation and consider disputes over terms and conditions of employment.

The report indicated that at present the Council had a Disputes Resolution sub-committee as approved by Council at its meeting of 21 May 2008 and therefore, in order to avoid duplication, it was proposed to dissolve this sub committee and

establish a new Disputes Sub Committee comprising of three members of the Personnel Committee. This model provided a more appropriate method for dealing with disputes which involved terms and conditions of employment rather than referral to the full Personnel Committee.

The report sought the nomination of three members from the Personnel Committee to the Dispute Sub Committee in order that full council, at its next meeting, could formally establish the Sub Committee and dissolve the previous Disputes Resolution Sub Committee. The Committee raised concerns as to whether 3 members would allow enough flexibility to draw panels together at short notice, but it was agreed that this could be reviewed if it created difficulties in practice. It was also felt that the Disputes Procedure should be reviewed following the hearing by the sub committee of the current dispute being pursued by Unite in respect of the removal of bonus payments from refuse operatives.

Resolved:

1. **To recommend to the Council to dissolve the Disputes Resolution Sub Committee of the Taxi Licensing and Appeals Committee and to establish a Disputes Sub Committee of the Personnel Committee with these terms of reference:**

“To hear disputes and where necessary make recommendations to the Personnel Committee or Council Cabinet as appropriate under the procedure for settling disputes”
2. **To nominate Councillors Rawson, Grimadell and Carr from the Personnel Committee to serve on the Disputes Sub Committee for Council approval at its next meeting.**
3. **To review the Disputes Procedure and membership of the Sub Committee at a future meeting of the Committee**

06/08 Exclusion of press and public

To consider a resolution to exclude the present public during consideration on the following item:

“That under section 100(A) of the Local Government Act 1972, the present public be excluded from the meeting during discussion of the following item on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 4 of Part 1 of Schedule 12A of the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

07/08 Travel Plan

To consider exempt information in relation to the Council's Travel Plan –
Developing and Implementing the Action Plan.

Resolved to approve the development and implementation of the Travel Plan Action Plan, subject to appropriate consultation and negotiation on relevant measures.

MINUTES END